Town Plan and Zoning Commission
Town of West Hartford
50 South Main Street, Room 208, West Hartford, CT 06107
P: (860) 561-7555 www.westhartfordct.gov

TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
MONDAY, JUNE 1, 2026
LEGISLATIVE CHAMBER, ROOM 314
TOWN HALL, WEST HARTFORD, CT 06107

MINUTES

ATTENDANCE: **Chair: Kevin Ahern; Commissioners: Liz Gillette, Josh Kaplan; Alternates: Nancy Grassilli, Owen Eagan, Olaleye Onikuyide; Town Staff: Brian Pudlik, Senior Planner; Robert Gosselin, Associate Planner**

ABSENT: **Vice Chair: Gordon Binkhorst; Commissioners: Andrea Gomes**

CALL TO ORDER/ROLL CALL: 7:00 P.M.

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MINUTES:

1. Approval of Minutes:

   a. Minutes of the Regular Meeting, Monday, May 4, 2026: **Motion to approve minutes – Kaplan/ Second; Eagan – Vote 5-0; *YEA*:** Ahern, Gillette, Kaplan, Grassilli (seated for Gomes), Eagan (seated for Binkhorst); ***NAY***: None

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COMMUNICATIONS:

2. **26 Wiltshire Lane** – Request to open and immediately continue the public hearing, associated with application IWW #1250, to the July 6, 2026 regular meeting of the TPZ/IWWA.

   The TPZ acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Onikuyide; *YEA***: Ahern, Kaplan, Gillette, Grassilli (seated for Binkhorst), Onikuyide (seated for Gomes); ***NAY***: None**]** to **receive** this communication.

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NEW BUSINESS:

3. **39 Cedar Ledge Road -** Application (IWW#1251) of Christopher & Kali Jones, requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist. (Submitted for IWWA receipt on June 1, 2026. Suggest Required public hearing be scheduled for July 6, 2026.)

The TPZ, also acting as the IWWA acted by **unanimous vote (5-0) [Motion/Gillette; Second/Eagan *YEA***: Ahern, Kaplan, Gillette, Eagan (seated for Gomes), Onikuyde (seated for Binkhorst); ***NAY***: None**]** to schedule this matter for public hearing at the regularly scheduled meeting on **Monday, July 6, 2026 at 7:15pm in room 314 of Town Hall, located at 50 South Main Street.**

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OLD BUSINESS / PUBLIC HEARING:

4. **25 Holbrook Road** – Application (IWW #1249) of Danielle West (Juliano's Pools) requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetland regulated area. The applicant proposes to install a 22' x 36' inground pool with patio and associated site work. Work is proposed within the 150 ft. upland review area with no direct wetland impacts proposed (Determined Potentially Significant on May 4, 2026 and set for public hearing on June 1, 2026.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Grassilli; *YEA*: Ahern, Kaplan, Gillette, Grassilli (seated for Gomes), Onikuyde (seated for Binkhorst); *NAY*: None]** to **CONDITIONALLY APPROVE** the proposed regulated activity and to direct that a wetland permit be issued. During its discussion and deliberation on this matter, the Agency made the following findings:

25 HOLBROOK ROAD
INLAND WETLAND APPLICATION IWW #1249
COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **25 Holbrook Road** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1249** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long-term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetlands or watercourses' natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located at **25 Holbrook Road.**

This permit is issued and made subject to the following conditions:

1.) Plans & Materials submitted and reviewed as part of the public record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

2.) The wetland permit is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2024 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.

3.) Prior to filing the final approved plan, please update it such that the silt fencing is extended around the west side of the rip-rap outfall.

4.) Prior to the start of any site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.

5.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

6.) A final comprehensive as-built survey and certifications from the relevant professionals, shall be submitted to the Town Planner upon completion of all work. Such survey and certifications shall demonstrate that all work was completed in a manner consistent with the approved plans associated with this application.

7.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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5. **<u>26 Wiltshire Lane</u>** - Application (IWW #1250) of Daniel Hoagland (R.O.), requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetland regulated area. The applicant is seeking approval to relocate and install a 16' x 20' shed and property boundary fence, which were installed without the benefit of permit and located entirely within the property of the University of St. Joseph, to a zoning-compliant location on the applicant's property. The work is proposed within the 150 ft. upland review area and a delineated wetland pocket located on the USJ property. (Determined Potentially Significant on May 4, 2026 and set for public hearing on June 1, 2026. *Pursuant to item 2a, the applicant is requesting this item be opened and immediately continued to the July 6, 2026 regular meeting of the TPZ/IWWA*).

The TPZ acted by **unanimous vote (5-0) [Motion/Eagan; Second/Grassilli**; ***YEA***: Ahern, Kaplan, Gillette, Grassilli (seated for Binkhorst), Onikuyide (seated for Gomes); ***NAY***: None**]** to open and immediately continue this item without testimony to the regularly scheduled meeting on **Monday, July 6, 2026 at 7:15 P.M. in the Legislative Chambers, Room 314, West Hartford Town Hall, 50 South Main Street.**

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6. **<u>312 North Main Street</u>** - Application (SUP #1405-LB-26) of Kyle Tofflemire, requesting TPZ review and look-back of compliance with the conditions of SUP #1405. Originally approved to operate an out-patient veterinary ophthalmology clinic. The application proposes no changes to the interior or exterior of the existing site. (Submitted for TPZ receipt on May 4, 2026. Suggest required public hearing be scheduled for June 1, 2026.)

The TPZ acted by **unanimous vote (5-0) [Motion/Kaplan; Second/Onikuyide**; ***YEA***: Ahern, Gillette, Kaplan, Onikuyide (seated for Gomes), Eagan (seated for Binkhorst); ***NAY***: None] to determine that the Special Use Permit did not require additional conditions of approval.

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7. **<u>60 Brook Street</u>** – Application (IWW #1108-R2-26) of H-K Connecticut Holding Company, LLC requesting approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities, which may have an adverse impact on a wetland regulated area. The applicant proposes to conduct additional soil remediation work in the westerly portion of the site and within proximity of Jacob's Brook. Work is proposed within the 150 ft. upland review area with no direct wetland impacts proposed. This is a continuation of remediation work previously approved by the IWWA as part of application IWW #1108, approved in 2019 and IWW #1108-R1-25, approved in 2025. (Determined Potentially Significant on May 4, 2026 and set for public hearing on June 1, 2026).

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0) [Motion/Gillette; Second/Kaplan; *YEA***: Ahern, Kaplan, Gillette, Eagan (seated for Gomes), Grassilli (seated for Binkhorst); ***NAY***: None**]** to **CONDITIONALLY APPROVE** the proposed regulated activity and to direct that a wetland permit be issued. During its discussion and deliberation on this matter, the Agency made the following findings:

<u>60 BROOK STREET</u>
<u>INLAND WETLAND APPLICATION IWW #1108-R2-26</u>

COMPLIANCE WITH SECTION 10.2 and 10.4
STANDARDS AND CRITERIA FOR DECISION

The request to conduct certain regulated activities at **60 Brook Street** in West Hartford, Connecticut pursuant to an Inland Wetland and Watercourse application **IWW #1108-R2-26** should be approved as the Standards and Criteria for Decision as set forth in the Inland Wetlands and Watercourses Regulations for the Town of West Hartford in Section 10.2 have been favorably met. During its discussions and deliberations on this matter, the agency made the following findings:

[1.] The environmental impact of the proposed regulated activity on wetlands or watercourses will not be so significant as to warrant the denial of this application.

[2.] The applicant's purpose for the proposed regulated activity is a valid and useful one which alternatives would cause less or no environmental impact to wetlands or watercourses;

[3.] The feasible and prudent alternatives to the proposed activity have been analyzed by the applicant and the proposed activity is likely to cause less or no environmental impact to wetlands or watercourses than those alternatives.

[4.] The short-term and long-term impacts of the proposed regulated activity on wetlands or watercourses are not to be so significant as to warrant denial of this application.

[5.] The long term productivity of the wetlands or watercourses will not be damaged by the approval of this application;

[6.] The proposed regulated activity will not cause irreversible and irretrievable loss of wetland or watercourse resources.

[7.] The proposed regulated activity neither threatens nor impacts the safety, health or reasonable use of property; and

[8.] The proposed regulated activity and future activities associated with or reasonably related to, the proposed regulated activities which are made inevitable by the proposed regulated activity will not have significant impacts on wetlands or watercourses outside the area for which the activity is proposed.

In addition, the Agency considered measures, which would mitigate the impact of the proposed activity and may be imposed as conditions of the permit. Such measures include the availability of further technical improvements or safeguards which could feasibly be added to the plan or action to avoid the reduction of or damage to the wetland's or watercourses natural capacity to support desirable biological life, prevent flooding, supply water, control sedimentation and/or prevent erosion, assimilate wastes, facilitate drainage, and provide recreation and open space. The Agency renders its decision to issue this permit on the following considerations and criteria:

A. That the natural functions and quality of water in local drainage systems both on and off-site shall be preserved and maintained.

B. That the overall impact of this development on the environment will be kept to a minimum if the conditions imposed by this permit are carried out by the applicant.

C. There are no reasonable and prudent alternatives which will allow the same activity to be carried out on the proposed site.

D. During the period when this permit remains in force, the applicant and the Inland Wetland and Watercourses Agency will be working together in good faith to resolve any matters that may arise relative to the environmental impact on the community due to the activities of the applicant.

The Agency hereby authorizes the applicant to conduct a series of regulated activities on a parcel of land which falls under the jurisdiction of the Inland Wetlands and Watercourse Act of the Connecticut General Statutes and the Inland Wetlands and Watercourses Regulations of the Town of West Hartford. Said parcel(s) of land is located **60 Brook Street.**

This permit is issued and made subject to the following conditions:

1.) Plans of record are incorporated by reference in this permit as fully set forth herein and modified by the conditions below.

2.) The wetland permit is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2024 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.

3.) Bi-Weekly inspection reports of the sediment and erosion controls shall be submitted to the Town Planner. Additional erosion and sediment control measures shall be implemented and/or installed throughout the course of construction as/if deemed necessary and directed by the Design Engineer and/or West Hartford Town officials.

4.) Prior to the start of any additional site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.

5.) The applicant shall share all correspondence and any approval documentation, including plans, in connection with the discharge permit for work at 60 Brook Street, currently under review by the Metropolitan District Commission (MDC).

6.) The permit shall expire if not exercised within five (5) years from the date of issuance, or date of final resolution of any legal action challenging this permit. This permit shall not be assigned, transferred, sublet or sold to any other person without written permission of the Agency.

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TOWN COUNCIL REFERRAL:

8. None

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TOWN PLANNER'S REPORT:

9. None

INFORMATION ITEMS:

10. None

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MEETING ADJOURNED: 8:59 P.M. ***Motion/Gillette; Second/Grassilli; Vote 5-0; YEA***: Ahern, Kaplan, Gillette, Grassilli (seated for Gomes), Onikuyide (seated for Binkorst); ***NAY***: None

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U: shareddocs/TPZ/Minutes/2026/June_1_Draft

NOTE: A digital recording of this meeting is available for public review by contacting Planning and Zoning staff by phone at 860.561.7552 or by email at comment.tpz@westhartfordct.gov.